

STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
HONOLULU, HAWAII

June 21, 1976

MEMORANDUM - 1976-18

TO: All Heads of Departments and Agencies
Attention: Vouchering Section(s)

FROM: Hideo Murakami, Comptroller

SUBJECT: Voucher Requirement for Original Invoices

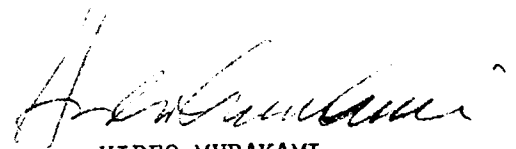
This memorandum is to remind all departments and agencies of the statutory provision, Section 40-56, HRS, as amended, which requires that original warrant vouchers presented to the Comptroller be accompanied by original invoices, and to clarify the Comptroller's requirement in keeping with the spirit of the statute.

With the many varied types of invoices (some bona-fide originals; some appearing to be duplicates although pre-printed with the word ORIGINAL; and others, duplicates of originals stamped "ORIGINAL") rendered State departments and agencies by vendors, it has become for us a time-consuming task to fulfill the Comptroller's responsibility under the statute in ascertaining the authenticity of those invoices bearing the "ORIGINAL" stamp.

Consequently, effective immediately, all vendors who, after requests for original invoices have been made, continue to render duplicate invoices as their "originals" must be informed that such invoices will be accepted only if they bear a signed certification that the invoices are being submitted as their originals.

Your cooperation in this matter will be appreciated. If there are situations in which compliance with the above requirement cannot be immediately satisfied, it is requested that exception for temporary relief from the requirement be obtained from the Comptroller, in writing, with appropriate justification.

6/22/76
Copies to Bureau
Staff


HIDEO MURAKAMI
Comptroller